

Minutes
Pro Parks Levy Oversight Committee
January 24, 2005

Committee members present: Keith Rickards, Philippe Jeoffroy, Susan Casey, Jackie Ramels, Sharon Lee, Terry Holme, Adrian Moroles, Russ Brubaker, Joyce Moty, Doug Dunham, Cheryl Klinker, and Jeff Hou

Staff present: Ken Bounds, Susan Golub, Catherine Anstett, Cathy Tuttle, Michael Shiosaki, Erin Devoto and Sarah Welch

Committee Business: Meeting called to order and meeting agenda and minutes from October 25, 2004 were approved.

Oral Requests and Communication from the Audience: There was none.

Teen Development Leaders Presentation: Kathie Huus, Special Units Manager
The Teen Development Leaders presentation began with an open house. Committee members viewed displays set up throughout the room featuring programs run by the teen development leaders. Staff was on hand to describe the programs and answer questions.

After the open house, Kathie Huus described the teen development leader program. Because of several factors, including the passage of the Families and Education Levy, the hiring of new teen development leaders, the opening of new teen life centers and the desire to assess the program at the mid-point of the Levy, the Department hired consultant Dr. Paul Henderson to evaluate all of the Department's teen programming. The focus of the program is threefold:

1. Provide access for all teens; which requires identifying teen interests so that they'll get involved;
2. Teen empowerment – give voice and choice; and
3. Good use of levy money.

The programs that were displayed in the room reflect teen requests and needs. A good example is the YES program that addresses the need of teens for jobs. The service learning programs reflect teens asking for help in meeting their school volunteer service requirement. The leadership programs reflect teens' craving the opportunity to have a voice – to tell adults what they think. The TREK outdoor programs address a large teen demand and we have increased our outdoor program and expanded north and central access. The Amazing Race program is a team activity that provides team participation outside of sports.

The teen programs fall into three categories:

1. Programs at community centers;
2. Programs at teen life centers that expand beyond the type of programs provided at community centers and that function as an information and referral hub; and

3. Five signature programs based on teen interests and needs:
 - a. Youth leadership and civic engagement – how to be heard, how to be effective;
 - b. Employment – service learning, job training, stipend programs, YES program
 - c. Environmental stewardship – expanded TREK program to second site at Golden Gardens Bathhouse
 - d. Sports, fitness and health, such as a potential ropes course at Magnuson Park; and
 - e. Arts, cultural and special events, including Youth Awareness Week, programming on Martin Luther King, Jr. Day, and Week without Violence.

A concurrent goal of our teen programming is to integrate evening recreation with other programs -- to have seamless program delivery. The next step for teen programming is to further implement the plan and develop evaluation measures.

Responding to a Committee member question as to how many teens we are serving, Ms. Huus stated that we don't really know, and that that will be a goal of the evaluation measurement tool that is being developed. Her best guess is 4,000 to 6,000 teens. Counting repeat visitors, she estimates we have 30,000 to 35,000 visits to our programs.

A question was posed as to how teens are recruited. Ms. Huus responded that there are several ways, most through word of mouth, some through community center staff and some teens use a web search or program posters.

There were also questions raised about the funding of the program and what percentage is from the Pro Parks Levy. Ms. Huus responded that twenty-two teen development leaders are funded by the Levy, and the remaining four are funded by the City's General Fund. There is a total of \$12.1 million for teen programming over the eight year life of the Levy.

The model we are using for teen programming is that each community center has teen development leader programs, but this is not mandated by the Levy, and the Levy does not include enough money to provide one full time teen development leader at every community center. Sarah Welch read the language from the Levy resolution for teen programming and it requires teen programming but not dedicated staff positions. Part of the current program assessment process is an evaluation of where teen programming has been successful and possible reallocation of resources where appropriate.

Responding to a question about continuing teen programming after the Levy, Superintendent Bounds remarked that the Department is working with the Mayor's office to develop a strategy for continuing Levy programming, not just for teens, after the current Levy expires. The Department will be taking a post-Levy strategy to the City Council early next year.

During a discussion of service learning programs, Committee members urged staff to widely advertise the Levy programs. Staff noted that our service learning coordinators are involved with schools in this effort.

It was requested that teens make the presentation at the next teen program update.

Development Project Update – Michael Shiosaki, Pro Parks Levy Development Manager
Michael Shiosaki reviewed Levy development projects.

1. John C. Little Park: This project is delayed by about one year. The Seattle Housing Authority asked that the market garden be allowed to stay in place for another year.

2. Boren Pike Pine: This project will experience about an eight month delay. The initial bids were significantly over budget. In the process to reevaluate the design, the community became interested in locating an off leash area at the site. This proposal has been approved by the Board of Park Commissioners and the new design will be bid.

3. Lake City Civic Core: This project is about six months behind. This is a multi departmental project with a new library, parking garage and park. The Levy money provided for the acquisition of a home site north of the Albert Davis Park, but not enough to go all the way to the corner. A question was asked about whether the additional property had a willing seller. **Staff will follow-up with the Committee on this issue.**

4. Northgate: This is a joint library, community center and park project. The Pro Parks Levy piece of the overall development project is about nine percent. The initial bids came back significantly over the estimate. The project has been redesigned and is being rebid.

5. Golden Gardens Bathhouse: In September it was reported that this project would be approximately \$140,000 over budget. The actual amount is \$188,000. The overage will be paid from the reserve fund.

Mr. Shiosaki was asked to report on progress for those areas that did not have specific sites. Superintendent Bounds responded that First Hill had a false start with a site where the owners initially expressed interest in selling and has since changed their mind. The Department has had talks with Group Health regarding possible purchase of parking lots on Capitol Hill. We may be close to an agreement. Negotiations on the Capitol Hill Bellevue Substation project are difficult and we may be looking for an alternative site.

Erin Devoto remarked that if there wasn't movement in these areas by the middle of this year or third quarter on the sites we've targeted, we will look for other sites. For example, we have a consultant helping us find sites in the First Hill area. The Superintendent commented that condemnation is sometimes possible, but is not able to be used when multiple funding sources contribute to purchasing property because certain funds, such as Conservation Futures, do not allow condemnation.

Pro Parks Levy Oversight Management Audit – Sarah Welch, Financial and Administrative Services Director

Sarah Welch presented the findings of the preliminary report by the City Auditors Office regarding the Levy Oversight Committee. The Department's initial response was presented,

with follow-up items scheduled for the June 27th Oversight Committee meeting. (Meetings between January and June are devoted to the Opportunity Fund.)

Observations 1 and 2: The auditor recommends reaffirming and clearly defining the Committee's role. The Department will prepare a calendar for the Committee's actions that will enable us to be clear about when the Committee takes a formal vote.

Observation 3: The auditor noted that frequently Committee agendas have only briefing items – no votes are taken. Ms. Welch remarked that this is the nature of much of the work of the Committee, and that the items for which they take a formal vote are limited and will be listed in our response to Observations 1 and 2.

Observation 4: The Auditor noted that the Department has not solicited the Committee's view of its role. Ms. Welch remarked that the June meeting will include an assessment of the Committee's view of its role.

Observations 5, 6 & 7: The Auditor suggested there be a specific threshold established for Committee action on financial information. This information will be included in the Department's June response. Committee Chair Russ Brubaker noted that he did not think the Auditor's suggestion of monthly financial reports was necessary.

A discussion occurred regarding the Committee's review of the Chief Sealth Trail with Committee members wanting earlier notice of significant cost overruns. Establishing a threshold for bringing financial information to the Committee should help.

Overall for the Levy, Erin Devoto reported that four projects have been over budget and four under. Superintendent Bounds commented that our goal, and our practice, has been to be transparent, to bring all financial information to the Committee.

The Committee asked Claudia Gross-Shader of the Auditor's Office if she knew the origin of the request for the audit of the Committee. Ms. Gross-Shader responded that City Councilmember Peter Steinbrueck asked that the audit be conducted but that she did not know the identity of the citizens who initially raised the issue with the Councilmember.

2005 Pro Parks Levy Newsletter – Joelle Ligon, Senior Public Relations Specialist

The Committee reviewed a mock-up of the 2005 Levy newsletter presented by Joelle Ligon. The theme of the newsletter is partnerships, especially regarding acquisition projects.

Committee Business

The Committee reviewed its upcoming schedule.

The meeting was adjourned at 9:00.

The minutes were approved at the February 28, 2005 meeting of the Oversight Committee.